

FIRE BATTALION CHIEF*Class Definition*

Under direction, directs the operations of the City's fire companies or training section and repair and maintenance section.

Distinguishing Characteristics

Fire Battalion Chief is the first level management class in the Fire series. Reporting to a Fire Bureau Chief, incumbents manage the day-to-day operations of City fire companies or the training section and repair and maintenance section. This class is distinguished from Fire Captain in that incumbents of the latter are first line supervisors and typically supervise one fire company. Fire Battalion Chief is distinguished from Fire Bureau Chief in that incumbents of the latter manage the Bureau of Fire Suppression and Emergency Response or the Bureau of Fire Prevention and Investigative Services.

Typical Tasks

(This list is neither inclusive nor exclusive. Consequently, this information may not reflect Essential Functions for this class.)

Manages the day-to-day operations of City fire companies and confers with company officers in regard to administration of station and personnel.

Manages the day-to-day operations of the training section and oversees the general management of the repair and maintenance section.

Performs administrative work involving fire district personnel, equipment, and supply needs.

Supervises company training for uniformed personnel.

Supervises, disciplines and schedules personnel; may relocate Fire Department equipment as necessary.

Takes command in emergencies, analyzing situations and deploying personnel and equipment for the most effective utilization using established policies and procedures.

Prepares and presents oral and written reports and recommendations regarding the operations of the fire service and safety of life and property.

Responsible for ensuring the investigation of fires; determination of cause and origin; and securing of evidence.

Supervises the company fire prevention inspection program.

Compiles and submits an annual budgetary request for assigned departmental programs, monitors annual budget for assigned programs.

May attend and observe company training held for personnel during assigned shift.

May perform the duties of a Fire Bureau Chief in his/her absence.

Performs related duties as required.

Knowledge, Abilities, and Skills

Knowledge of the principles, practices, and techniques of modern firefighting, emergency medical, hazardous materials and rescue operations.

Knowledge of the laws, rules, and regulations relating to fire control, fire prevention, and life safety, arson and the environment.

Knowledge of emergency communications procedures, regulations, and equipment.

Knowledge of the rights and practices afforded to representatives of the media.

Knowledge of training practices and techniques.

Knowledge of the principles and practices of public administration.

Knowledge of the principles, practices, and techniques of planning, research, and development.

Knowledge of modern office equipment including word processor and computer equipment.

Ability to evaluate emergency situations and implement effective action.

Ability to establish and maintain effective working relationships with others.

Ability to prepare and present comprehensive oral and written reports and recommendations.

Minimum Qualifications

Three years of experience as a permanently appointed Fire Captain with the City of Fresno. Sixty units from an accredited college or university in a job-related field may be substituted for one year of the required experience.

Special Requirements

Possession of a valid Class "C" California Driver's License at the time of appointment. Possession of a valid California Firefighters Class "B" Driver's License may be required.

Employees originally hired on and after December 1, 1990 will not smoke or use any tobacco product on duty. Employees shall sign an agreement acknowledging that they have read and understood these requirements. Said understanding will be maintained in the employee's personnel file.

APPROVED: _____
Director

DATE: _____